

## LEADERSHIP PRINCIPLES (SEMESTER)

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| <b>Levels:</b>          | Grades 11-12                           |
| <b>Units of Credit:</b> | 1 Semester (.5)                        |
| <b>CIP Code:</b>        | 08.0211                                |
| <b>Prerequisites:</b>   | None (Recommended for student leaders) |

### COURSE DESCRIPTION

This course is recommended for students who are elected student body or class officers, organization or club president/officers, or are considering running for one of these offices. Student leaders have great ambitions and enthusiasm for the school and student body—but this alone does not create success. This class teaches how to be an “effective” leader. Concepts of goal setting, motivation, team building, time management, conflict resolution, dealing with stress, and much more are discussed. *Students may be eligible to receive three (3) credits of concurrent enrollment at Utah Valley State College.*

**Note:** The following standards are considered “Power Standards.” They are few in number to allow teachers the flexibility to design their class around their school’s specific needs, and the students may utilize these objectives across the curriculum and in their future careers. To receive college credit, teachers are strongly encouraged to cover the entire curriculum, even though the Power Standards are limited.

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#### STANDARD

**08.0211-01**      **Students will investigate the history of leadership.**

#### OBJECTIVES

- 08.0211-0101      Understand why the history of leadership is important.
- 08.0211-0102      Identify when leadership began.
- 08.0211-0103      Understanding how leadership began.
- 08.0211-0104      Identify the three historical types of leadership.

#### STANDARD

**08.0211-02**      **Students will investigate the meaning of leadership.**

#### OBJECTIVES

- 08.0211-0201      Define leadership.
- 08.0211-0202      Discuss whether leadership is a science or an art.
- 08.0211-0203      Describe the differences between leadership and management.
- 08.0211-0204      Explain how leaders are made instead of born.

#### STANDARD

**08.0211-03**      **Students will learn the importance of creating a vision.**

#### OBJECTIVES

- 08.0211-0301      Define vision.
- 08.0211-0302      Discuss the benefits of a vision.
- 08.0211-0303      Explain the steps in creating a vision.
- 08.0211-0304      Discuss how the leader communicates the vision.
- 08.0211-0305      Explain how a leader sets the example in creating the vision.

**STANDARD**  
**08.0211-04**

**Students will understand the importance and fundamentals of establishing goals.**

OBJECTIVES

- 08.0211-0401 Define a goal.
- 08.0211-0402 Discuss the three categories of goals.
- 08.0211-0403 Describe the basic steps in setting goals.
- 08.0211-0404 Explain how the organization obtains goal commitment.

**STANDARD**  
**08.0211-05**

**Students will understand the importance of time management and time management techniques.**

OBJECTIVES

- 08.0211-0501 Define time management.
- 08.0211-0502 Explain the two governing principles of time management.
- 08.0211-0503 Identify several effective time management guidelines.
- 08.0211-0504 Describe several meeting management tools for effective leadership.

**STANDARD**  
**08.0211-06**

**Students will understand effective strategies for communication.**

OBJECTIVES

- 08.0211-0601 What constitutes effective communication?
- 08.0211-0602 Understand the five basic levels of communication.
- 08.0211-0603 Recognize the value of non-verbal communication.
- 08.0211-0605 Identify the three historical types of leadership.
- 08.0211-0606 What is a "you" message?
- 08.0211-0607 Understand an effective "I" message.
- 08.0211-0608 Discuss how validation is used.

**STANDARD**  
**08.0211-07**

**Students will identify and understand the nature of diversity.**

OBJECTIVES

- 08.0211-0701 Discuss how the U.S. image of diversity of changing.
- 08.0211-0702 Why should leaders be concerned with diversity?
- 08.0211-0703 Identify a subordinate/minority group.
- 08.0211-0704 Understand the debate about affirmative action.
- 08.0211-0704 Explain how leaders deal with increasing diversity.

**STANDARD**  
**08.0211-08**

**Students will understand the process for making sound decisions.**

OBJECTIVES

- 08.0211-0801 Define decision making.
- 08.0211-0802 Discuss the steps of sound decision making.
- 08.0211-0803 Describe the common traps of decision making.
- 08.0211-0804 Describe several decision making techniques.
- 08.0211-0805 Identify the benefits of group decision making.

**STANDARD**  
**08.0211-09**

**Students will understand conflict and resolution techniques.**

OBJECTIVES

- 08.0211-0901 Define conflict.
- 08.0211-0902 Explain the two types of conflict.
- 08.0211-0903 Identify the five common causes of conflict.
- 08.0211-0904 Describe the five conflict strategies and explain how to use them.

**STANDARD**  
**08.0211-10**

**Students will identify the sources of power and how they are used.**

OBJECTIVES

- 08.0211-1001 Define power.
- 08.0211-1002 Describe and evaluate the five sources of power.
- 08.0211-1003 Identify the best sources of power to use.
- 08.0211-1004 Explain how power is developed.
- 08.0211-1005 Define empowerment and its effectiveness.

**STANDARD**  
**08.0211-11**

**Students will understand the steps to building a successful team.**

OBJECTIVES

- 08.0211-1101 Define a team.
- 08.0211-1102 Identify and explain the three types of teams.
- 08.0211-1103 What are the advantages of team structures?
- 08.0211-1104 What constitutes a high performance team?
- 08.0211-1105 What are the stages of team development?
- 08.0211-1106 What is teambuilding?
- 08.0211-1107 Identify the organizational steps used in building an effective team.
- 08.0211-1108 Explain how an individual becomes an effective team member.

**STANDARD**  
**08.0211-12**

**Students will understand the importance of effectively dealing with change.**

OBJECTIVES

- 08.0211-1201 Explain why changes occur.
- 08.0211-1202 Identify the three methods for implementing change.
- 08.0211-1203 Discuss how to plan for change.
- 08.0211-1204 Identify the reasons why people resist change.
- 08.0211-1205 Describe how a leader can facilitate change.

**STANDARD**  
**08.0211-13**

**Students will understand the importance and application of ethics.**

OBJECTIVES

- 08.0211-1301 Explain morality.
- 08.0211-1302 What are ethics?
- 08.0211-1303 Discuss the difference between moral problems and ethical dilemmas.
- 08.0211-1304 Define social responsibility.
- 08.0211-1305 Discuss leaders and ethical behavior.

**STANDARD**  
**08.0211-14**

**Students will be able to understand and apply basic coaching skills.**

OBJECTIVES

- 08.0211-1401 What is coaching?
- 08.0211-1402 How is coaching different from other helping professions?
- 08.0211-1403 Discuss two paradigms when coaching.
- 08.0211-1404 Discuss a useful coaching model.
- 08.0211-1405 Identify an effective model for giving and receiving feedback.
- 08.0211-1406 Explain why coaching is or is not a universal skill-set.

**STANDARD**

**08.0211-15      Students will identify effective leadership styles.**

**OBJECTIVES**

|              |   |
|--------------|---|
| 08.0211-1501 | Define what is meant by a "leadership style."                     |
| 08.0211-1502 | Describe the three classic styles of leadership.                  |
| 08.0211-1503 | Explain situational leadership.                                   |
| 08.0211-1504 | Explain the difference between Theory X and Theory Y.             |
| 08.0211-1505 | Describe how a person develops his/her personal leadership style. |

**PERFORMANCE OBJECTIVES****Performance Objective PO-01:**

Explain why it is important to understand the history of leadership. (Lesson 1)

**Performance Objective PO-02:**

Write a short essay on the definition of leadership and how leadership is not management. (Lesson 2)

**Performance Objective PO-03:**

Write down and evaluate a possible vision for an organization. (Lesson 3)

**Performance Objective PO-04:**

Identify the key ingredients of goal setting. (Lesson 4)

**Performance Objective PO-05:**

Identify the time management skills to increase productivity. (Lesson 5)

**Performance Objective PO-06:**

Demonstrate the four styles of communication and explain where/when to use each. (Lesson 6)

**Performance Objective PO-07:**

Write an essay describing why it is important for leaders to appreciate diversity. (Lesson 7)

**Performance Objective PO-08:**

Identify the situational factors affecting individual decision making vs. group decision making. (Lesson 8)

**Performance Objective PO-09:**

Identify and be able to role-play the five conflict strategies. (Lesson 9)

**Performance Objective PO-10:**

Determine the sources of power and discuss how power is used in organizations. (Lesson 10)

**Performance Objective PO-11:**

Demonstrate team-building techniques in role-playing and activities. (Lesson 11)

**Performance Objective PO-12:**

Discuss the course of action an organization would follow to create change. (Lesson 12)

**Performance Objective PO-13:**

Be able to write and explain your commitment to an ethical life. (Lesson 13)

**Performance Objective PO-14:**

Be able to demonstrate the facilitative (InsideOut) model for coaching. (Lesson 14)

**Performance Objective PO-15:**

Determine and discuss the skills necessary to becoming a leader. (Lesson 15)

**REFERENCE MATERIALS**

*Principles of Leadership Teachers Manual* and *Principles of Leadership Study Guide*  
Bitters/Litchford, Utah Valley State College

To obtain a copy, contact Wes Bitters at (801) 863-8234 or e-mail [bitterwe@uvsc.edu](mailto:bitterwe@uvsc.edu)

**Additional Resources:**

Utah Valley State College Supplemental Materials (MGMT 1250)

*The 7 Habits of Highly Effective People*, Stephen R. Covey or *The 7 Habits of Highly Effective Teens*, Sean Covey (Time Management)

*InsideOut Development*, L.L.C. American Fork, Utah (Coaching Skills)

*Remember the Titans*, video (Effective Leadership)

*The Hunt for Red October*, video (Leadership Style)

*Hoosiers*, video (Team Building)

*Gettysburg*, video (Vision, Goals)

*The Crossing*, video (Leadership Traits)